

# LEASE AGREEMENT

NorthSteppe Realty, Inc. (an Ohio- licensed Real Estate Company) and Owner, collectively known as "Management" and Tenants, whether one or more person(s), jointly and severally, agree to lease the Apartment, House, Townhome, or other dwelling hereinafter known as "Premise", for the Term and at the Lease Rate stated on these terms:

**Date:**

**ADDRESS:**

**PRIMARY Tenant:**

**Additional Tenants:**

**TERM:** Begins:

Ends: at 12:00 p.m., noon

**Total Lease Rate:**

to be paid in 12 equal periodic installment payments ("Rent") plus a security deposit due at application.

**Installment Amount:**

**Deposit:**

**Allocation of Periodic Installment Payments**

**Base Lease Rate**

**Installment Amount**

**Gas Periodic Amount**

**Electric Periodic Amount**

**Water & Sewer Amount**

**Pet Installment Amount**

**Other** \_\_\_\_\_

**Total of Each Rental Installment**

**Total due on or before move in date**

**First payment**

**Deposit**

**Prepaid Last Rent Installment (Due )**

**Pet Fee (\$200 annual fee- nonrefundable)**

**Application Fee (\$30 per applicant)**

**Total**

**Parking Permit (\$300 annual fee – nonrefundable)**

**1) Use.** By this Agreement, Management hereby leases to the individuals listed above, jointly and severally, (hereinafter called "Tenant") the Premise listed above as a private residence and for no other purpose. Only a Tenant signing the lease may use the Premise. Management reserves the right to exclude any individual from the Premise (including guests and invitees of Tenant) at Management's sole discretion. More than ten guests/invitees on the Premise at any time are prohibited. No beer kegs, guns, weapons, fireworks, or ordinance permitted on the Premise.

**2) Rent.** The Total Lease Rate will be paid in equal periodic installment payments ("Rent") on the first day of each and every calendar month. Tenant agrees to pay by electronic funds transfer or paid in person, by a single check, cashier's check, or money order. Cash payments shall not be accepted. If sent by U.S. Mail, delivery service or paid in person, Rent shall be delivered to **10 E. 17th, Columbus, Ohio 43201**, and will be credited as paid only when actually received by Management. Delivery of Rent is done so at the Tenant's own risk. A late fee in the amount of 5% of the total Rent payment amount (minimum \$50.00), will be assessed if total due is not paid in full on or before the 1st day of the month. A charge of \$50.00 will be made for each item returned by the bank to Management plus applicable late fee. Management reserves the right to demand all subsequent payments be made by cashier's check, certified check or money order. Any utility fees, parking charges, late fees, Tenant charges etc. will be paid out of the first moneys received, before acceptance of Rent. If Tenant fails to pay such charges, Management shall have the same rights against Tenant as if Tenant failed to pay Rent. Management reserves the right to proceed with all legal remedies, including eviction procedures, if Tenant does not timely pay

Rent or fees as agreed, including late fees that may also be applicable.

**3) Condition and care.** Tenant shall use reasonable care to keep the Premise in such condition as to prevent health or sanitation problems from arising. Tenant shall notify Management promptly of any known need for repairs to Premise, and of known unsafe conditions in or about Premise. Except for normal wear and tear, Tenant agrees to pay charges for repair damage to the Premise caused by Tenant, Tenant's family, dependents, invitees or guests. Tenant agrees to have carpet steam cleaned semi-annually and furnace filters changed quarterly. No littering is permitted and all trash must be bagged and placed in proper trash containers. If Management removes trash or trash bags from Premise left by Tenant, Tenant shall be charged per bag or item as an additional fee. Tenant shall be responsible for the replacement of all cracked or broken glass, windows, or doors to Premise regardless of cause, with or without a police report. Tenant will be responsible for cost of any extermination needed. All yards, sidewalks, halls, stairways and other areas outside Tenant's Premise shall not be obstructed or used except for ingress or egress. No waterbeds are permitted. Window attire (draperies or blinds only) is to be in place within seven (7) days of occupancy. Tenant is solely responsible for theft, loss, damage or destruction of property or appliances furnished by Management. Moreover, Management is not liable for damages to persons on the Premise under exclusive control of the Tenant, nor for damage to persons or property arising from the acts or neglect of other tenants of said building, damage from the elements, or damage to persons or property arising from the acts over which Management has no control. Tenant agrees to carry Renter's insurance, to list Management as an Additional insures and provide a copy of the policy and/or certificate of insurance to Management within 15 day of occupancy. Tenant hereby relieves Management of all risks that may be insured thereunder. Further, in cases where the apartment is severely damaged or dirty (extreme clutter and filth) including but not limited to damage by Tenants or animals, broken doors, damaged appliances, soiled carpet (ex. cigarette burns, uncleanable stains) or multiple holes in walls, floors, or ceilings. Management reserves the right to demand Tenants vacate the apartment.

**4) Alterations.** Tenant shall not replace, remove or alter any existing locks upon any doors of the Premise or place additional locks upon any doors of the Premise. Tenant shall not paint, change or alter the plumbing, ventilation, air-conditioning, electric or heating systems. Tenant must obtain Management's prior written consent to install any paneling, flooring, built in decorations, partitions, and railings; or make alterations or wallpaper at the Premise. If consent is given, the alterations and installations shall become the property of Management. Alterations or installations shall remain with and as part of the Premise at the end of the Term. Management has the right to demand that Tenant remove the alterations and installations before the end of the

Term, at Tenant's own cost, and return the Premise to the same condition or better than before the alteration or installation. Tenant will be responsible for the cost of repainting if Tenant paints or repairs any wall. Management is not required to do or pay for any work unless stated in the Lease.

**5) Security deposit.** Management acknowledges Tenant has given a security deposit in the amount stated above. The Security deposit may be used by Management at the time the unit is vacated by Tenant, on account of breach of any covenant in this lease, or toward reimbursement of the cost of repairing any intentional, negligent or reckless damages to the Premise beyond normal wear and tear caused by the Tenant, Tenant's family, dependents or guests; or charges for cleaning not performed prior to vacating, unpaid Rent or other charges owed by Tenant. Management agrees the balance, after payment of items as provided for above, if any, shall be returned along with an itemized statement of these costs to the Tenant within 30 days after the end of the lease or after Tenant vacates the Premise whichever is later. This security deposit is not an advance payment of Rent and does not relieve Tenant from any obligation to pay, including for the last month of occupancy. If Tenant fully performs all Terms of this Lease, pays on time and leaves the Premise in good condition, then Management will return the security being held. No interest is paid on amounts held as a security deposit.

**6) Inspection.** Tenant agrees to inspect and acknowledges that the Premise, including all appliances and fixtures provided therein, are in good, clean, and safe condition and in satisfactory order and repair unless otherwise specified in writing attached hereto or returned to Management within Five (5) days of possession. Tenant further agrees that no representation as to the condition of the Premise has been made, and no promise has been made to paint, decorate, alter, repair or improve the Premise unless otherwise specified in writing and attached and made part of this Agreement. Tenant also agrees not to place additional locks or to alter any existing locks upon any doors of the Premise.

**7) Services.** Tenant must pay for all electric, gas, and other utility services used in the Premise and equitably apportioned common areas, if any. Tenant agrees to have a cellphone or telephone installed and maintained in the Premise, and to provide email contact information for each Tenant to Management prior to move in, and to notify Management within three days of any change(s). Tenant must not use a dishwasher, washing machine, dryer, freezer, heater, ventilators, air-cooling equipment or other appliance unless installed or provided by Management or with Management's written consent. No kerosene, propane or oil burning heaters permitted. Prior to move in, Tenant shall have all utilities placed in their name and be responsible to pay for all utility services for the entire term of the lease and/or their occupancy. Tenants must keep sufficient heat in the Premise to keep the inside temperature at a minimum of sixty (60) degrees Fahrenheit to prevent damage from frozen

pipes and related problems. If there are not separate meters, the gas and electric costs for tenants, and apportioned common area utility expenses will be equitably apportioned among Premise at that location and will include service processing fees. Tenant agrees to pay Management for gas, electric, water, sewer, storm water, allocated common area expenses, other related utility charges, and processing fees monthly in advance as additional fees. Included gas and electric payments, water and sewer fees are charged on a flat fee minimum basis, and not refundable. Tenant acknowledges that non-payment of utilities or service fees could result in utilities being turned off.

**8) Entry by Management.** Management (including authorized contractors) may enter the Premise at reasonable hours to repair, inspect, exterminate, install or work on Premise, systems, equipment. Make inspections and/or estimates (including telecommunication, cable or information systems) and/or perform other work that Management decides is necessary or desirable. At reasonable hours Management may show the Premise to possible buyers, lenders, appraisers or prospective tenants. Entry by Management will be on reasonable notice, except in an emergency. If the Tenant requests maintenance or service in their unit, such requests shall be deemed as authorization for Management (or contractor) to enter, inspect and make necessary repairs.

**9) Assignment and sublease.** Tenant must not assign all or part of this agreement or sublet all or any part of the Premise, or permit any other person to use the Premise without the prior written consent of Management. If Tenant does, Management has the right to cancel the Lease as stated in the Tenant's Default section. Any prospective subtenant must complete a credit application provided by Management. Tenant remains bound to the terms of this lease after an assignment or sublet is permitted, even if Management accepts money from the assignee or subtenant. The amount accepted will be credited toward money due from Tenant, as Management shall determine. All assignments or subleasing shall be at Management's sole discretion. **Management reserves the right to exclude any individual from the Premise (including guests and invitees of Tenant) at Management's sole discretion.**

**10) Liability.** Management shall not be liable for theft, loss, damage, or destruction of property or appliances furnished by the Management, or damage to any person on the Premise under the exclusive control of the Tenant, nor from the damage to person or property arising from acts or neglect of Tenant, other tenants of said building, or the elements, or damage to person or property arising from acts over which Management has no control. Tenant agrees to hold Management harmless from any liability by reason of personal injury to any person and for property damage occurring on or about or connected with the Premise or resulting from the Tenant's use thereof. Tenant agrees to carry Renters Insurance and hereby relieves the Management of all risks that may be insured thereunder.

**11) Pets.** No dogs, cats, animals or other pets are allowed in the Premise or on the grounds of the property unless Tenant and Management have completed a written agreement which is attached hereto as an Addendum and made a part of this Lease prior to the pet entering the grounds. If Addendum guidelines are not followed, the Management reserves the right to withdraw the Addendum and Tenant agrees to immediately remove the pet from the Premise. Should Management and Tenant enter into an Addendum to allow a pet, Tenant agrees that if the successor Tenant requests carpet replacement for any pet related reason (fleas, odor, allergic reaction or any fear or concern that these may be present) then Tenant agrees to pay for said carpet replacement. No visiting pets are permitted and violation will result in a fine of \$500.00 plus \$50.00 per day until pet is removed. Tenant and Management agree that the same carpet replacement specified above applies to for any violations of this section by Tenant bringing pets into the Premise without Management's prior written agreement.

**12) Objectionable Conduct.** Management covenants that Tenant, on payment of all of the aforesaid installments and performing all the covenants and observing all current and future Rules and Management Policies, shall and may have and hold the demised Premise for the aforesaid Term. Tenant covenants not to permit or commit any objectionable, disorderly, hazardous, or unlawful conduct, noise, or nuisance whatsoever in or about the Premise by Tenant, Tenant's guests and/or invitees that will disturb or interfere with the rights and safety of other residents, neighbors or the general public. Further, Tenant agrees to observe the previously stated covenants, Rules and Management Policies in respect to the Management's property, employees, agents, contractors, or any other persons authorized by Management to be present on or about the demised Premise or the grounds. Tenants agree to conduct themselves according to Ohio and federal law at all times.

**13) Default.** If Tenant defaults in the payment of any installment due or, if Tenant defaults in the performance of any of the covenants and agreements contained herein, the entire rental obligation hereunder, (which shall include any previous concessions), shall immediately become due and payable at the option of the Management, and Tenant hereby expressly waives notice of exercise of such option. In the event legal proceedings are filed, THE TENANT WILL PAY TO MANAGEMENT A SETTLEMENT FEE AND ALL COSTS CONNECTED WITH SUCH LEGAL PROCEEDINGS. IT SHALL BE WITHIN THE SOLE DISCRETION OF MANAGEMENT TO ACCEPT THE SETTLEMENT STATED ABOVE. Failure of the Tenant to pay all payments current until the last day of the term of this lease or any renewal thereof, shall at the sole option of the Management, (1) make Tenant responsible for the cost to refurbish the Premise for an incoming resident and (2) make Tenant responsible for all Rent and late charges Management shall be entitled to between the time Tenant vacates the Premise and the time said Premise are

reoccupied, said payment shall not exceed the term of the lease, and (3) Tenant must pay One Hundred Fifty Dollars (\$150.00) processing fee. Tenant waives the right to a jury trial and shall submit all claims to arbitration. In the event the Tenant is given a Notice to Vacate the Premise and/or the Tenant is evicted from the Premise, the Tenant is and shall remain liable for Rent accruing pursuant to the Lease Agreement until the Premise are re-rented or, if the Premise are not re-rented despite reasonable efforts by Management, until the end of the Lease term.

**14) Rules.** Tenant covenants and agrees that all Rules and Regulations attached hereto as Exhibit A and made a part hereof, or hereafter adopted by Management and made known to Tenant, shall have the same force and effect as covenants of this lease, and Tenant covenants that Tenant, invitees and guests will observe all such Rules and Regulations. The Management may reasonably amend the rules and regulations, as it deems necessary. Said amendments, in whole or in part, to the Rules and Regulations shall be deemed effective when distributed to the Tenant.

**15) Availability/Failure to give possession.** Rent is due as of the beginning of the Term. Management shall not be liable for failure to give Tenant possession of the Premise on the beginning date of the Term. If possession is delayed Management will notify Tenant as to the date possession is available. If possession is not available within 10 days, Tenant may cancel and obtain a refund of money deposited. If possession is significantly delayed (beyond 10 days), shall then be payable as of the date possession is available. Even if Possession is delayed, the ending date of the Term will not change.

**16) End of Term.** At the end of the Term, Tenant agrees to return Premise in a vacuumed and totally clean condition subject only to normal wear and tear, with stove clean and free of grease; refrigerator defrosted and cleaned (all food removed) all trash, furniture and discards removed from Premise and grounds; all rooms including kitchen and bathroom to have walls, floors, cabinets (inside and outside), tops, fans and fixtures totally cleaned and sanitary. Carpets are to be professionally cleaned and copy of invoice attached to keys when returned to office or carpets will be cleaned by Management at a minimum cost of \$100.00 which shall be charged to Tenants account. Immediately upon vacating the Premise, all keys, parking permits, etc., are to be turned into the Rental office or there is a \$75 per door lock charge, \$50 mailbox lock charge for replacement.

**17) Holding over.** If Tenant retains possession of the Premise or any part thereof after termination of the lease by lapse of time or otherwise without the written consent of Management, Tenant agrees to pay Management an amount equal to double the equal Rent installments specified herein above for each holdover period, even if said holdover is one day or less. In addition, since it is difficult to exactly determine the miscellaneous costs involved with holding

over, Tenant and Management hereby agrees that the sum of \$500.00 (Five Hundred Dollars), plus any legal fees incurred in removing Tenant from the Premise shall be immediately due and payable.

**18) Representations, changes in Lease.** Tenant has read this Lease. All promises made by Management are in this Lease. There are no others. This Lease, including but not limited to Tenant's obligation to pay Rent and fees as set forth herein, the Rules and Management Policies, contains the sole agreement between the Management and Tenant. No oral statement between Management and Tenant or between Tenant and any agent of shall be construed as a binding agreement between Management and Tenant. This Lease may be changed only by an agreement in writing signed by and delivered to each party.

**19) Application.** The Tenant agrees that the Management has tendered this lease to the Tenant on the basis of the representations contained in Tenant's application submitted to the Management for the purpose of inducing the Management to enter into this lease. The Tenant further agrees that in the event that any of the representations contained in said application are or become misleading, incorrect or untrue, Management shall have the right to terminate this lease.

**20) Lease binding effect.** The covenants and agreements as contained herein, including the Rules and Policies attached here to, shall inure to the benefit of the heirs, executors and personal representatives of the parties hereto, and that the Tenants and Guarantors shall be jointly and severally responsible for the Rent and all terms and conditions as contained herein.

**21) Space "as is".** Tenant has inspected the Premise and Building. Tenant states that they are in good order and repair and takes the Premise as is except for latent defects.

**22) Limit of recovery against Management.** Tenant is limited to Management's interest in the Building for payment of a judgment or other court remedy against Management.

**23) No waiver, illegality.** Management's acceptance of Rent or failure to enforce any term in this Lease is not a waiver of Management's rights. If a term of this Lease is found illegal, void or otherwise unenforceable, the rest of this Lease remains in full force.

**24) Liability.** Management is not responsible for loss, expense, or damage to any person or property. Management is not liable to Tenant for permitting or refusing entry of anyone into the Building. Tenant is responsible for all acts or neglect of Tenant's guests and/or invitees. Tenant must pay for damages suffered and reasonable expenses of Management relating to a claim arising from any act or neglect of Tenant, guests and/or invitees. If an action is brought against Management arising from Tenant's, guests and/or invitees act or neglect, Tenant shall defend

Management at Tenant's expense with an attorney of Management's choice.

**25) Liability for property left with Management.**

Management or its agent or employees are not permitted to drive Tenant's car or care for Tenant's cars or personal property. Tenant must not leave a car or other personal property with Management. Management is not responsible for (a) loss, theft or damage to the property, and (b) injury caused by the property or its use.

**26) Lead based paint warning.**

Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Tenants acknowledge that they have received the federally approved pamphlet on lead poisoning prevention and have been given the opportunity to read it prior to executing this Lease.

**27) Smoke detectors.**

Tenant acknowledges that there are smoke detectors in the Premise that have been provided by Management. It is Tenant's responsibility to check the smoke detectors and to replace the batteries as needed. **Tenant must not remove the batteries or disable the smoke detectors.** Tenant must promptly inform Management of any defects or problems with smoke detectors.

**28) Damages.**

It is further understood and agreed by and between Management and Tenant that charges for damages will be made. Failure to pay these charges upon receipt of invoice thereof by Tenant, is a default of payment of Rent, and Management may then, without further demand, exercise any of its rights and remedies of default as provided above.

**29) Guaranty.**

Tenant agrees to have his or her parents or legal guardians execute the guaranty on the Addendum to this lease agreement within ten (10) days after the date Tenant executes this lease. If the tenant's parent or guarantor fail to do so, Management has the right to terminate this Lease at any time by giving notice thereof to Tenant, and retain any monies paid, in addition to other rights and remedies to which Management is entitled.

**30) Total Number of Occupants.**

If the total number of occupants is greater than the number of bedrooms and/or the Tenants listed on this lease, the Rent shall increase by \$300 per month for each additional occupant.

**31) Strict Compliance.**

Management shall have the right at all times to require strict compliance with all covenants and

provisions of this lease, notwithstanding any conduct or custom on the part of the Management to not notify or enforce any breach or condition of this lease by Tenant. Any action by Management shall not be or effect any change in the terms hereof or constitute or become a waiver of subsequent breach, and Management may discontinue any facilities furnished and services rendered by Management, not expressly covenanted for herein, it being expressly understood that they constitute no part of the consideration for this lease.

**ACCEPTED:**

Tenant: \_\_\_\_\_ Soc. Sec # \_\_\_\_\_

Tenant: \_\_\_\_\_ Soc. Sec # \_\_\_\_\_

Tenant: \_\_\_\_\_ Soc. Sec # \_\_\_\_\_

Tenant: \_\_\_\_\_ Soc. Sec # \_\_\_\_\_

Tenant: \_\_\_\_\_ Soc. Sec # \_\_\_\_\_

Tenant: \_\_\_\_\_ Soc. Sec # \_\_\_\_\_

Tenant: \_\_\_\_\_ Soc. Sec # \_\_\_\_\_

Tenant: \_\_\_\_\_ Soc. Sec # \_\_\_\_\_

**Management:** \_\_\_\_\_

*NorthSteppe Realty, Inc.*

10 East 17<sup>th</sup> Avenue

Columbus, OH 43201

[www.OhioStateRentals.com](http://www.OhioStateRentals.com)

OFFICE: (614) 299-4110

FAX: (614) 298-8050

**Premise Address:**

*Tenant, whose guarantor is signing the 6<sup>th</sup> page, needs to sign on this line and write their social security number. Each tenant needs their own cosigner and lease.*

**GUARANTY OF PAYMENT FOR LEASE WITH NORTHSTEPPE REALTY**

**1) Reason for Guaranty.** I know that Management would not rent the Premise to the Tenant unless I guarantee Tenant's performance. I requested that Management enter into the Lease with the Tenant. I have a substantial interest in making sure that the Management leases the Premise to Tenant.

**2) Guaranty.** I guaranty the full performance of the Lease by Tenant and any Addendum or extension to the lease. This Guaranty is absolute and without condition. It includes, but is not limited to, the payment of \_\_\_\_\_ and other charges. I agree that my liability is joint and several with all other Tenants and guarantors, and NOT limited to a fractional amount of the Rent owing. I further agree that, in the event Management pursues collection of my liability, that I shall be further liable for all costs of collection, including but not limited to court costs and reasonable attorney fees.

**3) Changes in Lease have no effect.** This Guarantee will not be affected by any changes in the Lease whatsoever. This includes, but is not limited to, any extension of time or renewals. The Guaranty will bind me even if I am not a party to these changes.

**4) Waiver of Notice** I do not have to be informed about any default by Tenant. I waive notice of non-payment or other default.

**5) Performance.** If the Tenant defaults Management may require me to perform without first demanding that Tenant perform.

**6) Arbitration.** I understand that any and claims under this lease or any extension hereof shall be settled by arbitration.

**7) Changes.** This Guaranty can be changed only by written agreement signed by all parties to the Lease and this Guaranty.

GUARANTOR SIGNATURE: \_\_\_\_\_

PRINT NAME HERE: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip code: \_\_\_\_\_

Relationship to Tenant: \_\_\_\_\_

Telephone: Home: \_\_\_\_\_ Cell: \_\_\_\_\_

Telephone: Work: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

*Guarantor takes this page to a notary. The guarantor fills out this information in front of the notary.*

**GUARANTOR NOTARY:**

STATE OF \_\_\_\_\_

County of \_\_\_\_\_, ss;

*Notary fills out this information. It is important that we are able to see the stamp and seal.*

On \_\_\_\_\_, 20\_\_\_\_\_, before me personally came: \_\_\_\_\_  
to me the known individual described herein, and who executed the foregoing instrument, and acknowledged that he executed same... Sworn to before and subscribed in my presence this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Signature, Stamp and Seal  
My commission expires \_\_\_\_\_

**Rules and Management Policies**

We are happy to have you as a resident and glad that you chose our Premise. Please let us know what we can do to make your stay as enjoyable as possible. We welcome and appreciate your comments and suggestions. Violation of any of these rules and policies are a violation of your lease

**Quiet Enjoyment:** The comfort and rights of other Tenants must not be interfered with. Annoying or excessive noise, sounds, smells and lights are not allowed.

**Guns:** No guns, weapons, fireworks, or ordinance permitted on the Premise.

**Roof:** No one is allowed on the roof of any structure. Nothing may be placed on or attached to fire escapes, sills, windows or exterior walls of the Premise or in the hallways or public areas.

**Keys & Locks:** Tenants are not allowed to change or add locks. Doors must be locked at all times. Windows must be locked when Tenant is out.

**Floors:** Premise floors must be covered by carpets or rugs.

**Waterbeds:** No waterbeds allowed in Premise.

**Pets:** Dogs, cats, birds, iguana and other animals are not allowed in the building without prior written agreement from Management. Visiting pets are not allowed.

**Garbage:** Garbage must be taken out of Premise and placed in proper container. Garbage must be bagged. Tenant shall be charged per item for removal of any items left in yard or hallways. Any item left for more than 24 hours shall be deemed abandoned. Management shall not be held liable for the removal of abandoned items.

**Bugs.** Tenants are responsible for cost of removal of all bugs or critters not present at the beginning of the lease term.

**Energy:** Tenant shall conserve energy. Failure to conserve energy is a violation of your lease.

**Lawn care, snow removal:** Tenant shall be responsible for lawn care, debris and snow removal on properties less than four units.

**Emergency Maintenance:** Please call **614-617-0001**. We have a 24-hour answering service, which pages our maintenance crew. Routine maintenance calls will not be serviced until the following day if called in after normal business hours. We do not provide lockout service.

**Parking:** All cars, which park in Management's parking lots, require a current parking pass. Management reserves the right to revoke any parking pass. No trailers, motor homes, boats or other vehicles permitted. All automobiles must be in legal operating condition, have current registration and license plates, and be parked in proper areas - not blocking fire lanes, entry lanes, driveways, sidewalks, dumpsters or other cars. Parking in yards or on grass surfaces is a violation of City code. Any violation of the above may cause your automobile to be removed at Tenant's expense. Parking is not granted as a part of the leased Premise, but rather as a courtesy. The parking lot, at Management's option, shall be operated on a basis subject to unauthorized cars being towed by a private towing and storage company. There is a one-time charge for a parking pass. The parking pass is for the term of the lease, no refunds or exceptions. Cars of persons who have violated any parking rule or any terms of the lease agreement will be towed regardless of whether a valid pass is properly displayed.

**Grills:** No fires, charcoal grill or other heat source may be used on the stairs, porches, walkways or wooden decks. Fire pits, fires and leaf burning are prohibited.

**Please pay on time to avoid late fees.** Money orders, checks or electronic transfers only. Sorry, cash payments cannot be accepted at the rental office. **Payments for units must be paid with one check.**

**Renter's Insurance:** All Tenants must have renters insurance. Management reserves the right to place Renter's Insurance on tenants who fail to provide a copy of the policy or certificate of insurance at Tenant's expense.

**Broken Glass.** Tenant is responsible for all broken windows or glass regardless of cause.

**Light bulbs.** Tenants are responsible for the replacement of Light bulbs.

**Lease Buyout:** Should circumstances arise which do not allow you to complete the lease term, a Lease Buyout is an option for you to consider. Only one and two bedroom Premise are eligible. All occupants must agree to terminate the lease agreement. A Lease Buyout may be paid at on the first of the month with a move out by the end of the same month. Please check with the office for exact details, costs and terms. All Lease Buyouts are at the sole discretion of management.

**Early move-out:** Rent must be paid in full until new renter takes over lease payments. Tenant will be liable for re-rental charges and costs to prepare the unit for a new occupant. If you authorize us to find a sublet occupant for you, the charge is one equal to one installment. Please give us as much notice as possible. We often will be able to find someone to complete your lease term. Sorry, we cannot find roommates.

**Sublet:** Sublet fee is \$150 paid by Tenant. All sublet Tenants are subject to the same requirements as existing Tenants and must complete an application, pay security deposit and payments to the office as existing Tenants are required to do. All sublets are at Managements sole discretion.

**Move out:** Carpeting is professionally cleaned prior to your occupancy. *Tenant must have carpets professionally cleaned after move out and a copy of the paid invoice submitted to the office with the keys.* Failure to do so will result in a minimum cost of \$100.00. Please be sure to leave the Premise in a clean condition to avoid any charges. Dirt stains and uncleanliness is not considered normal wear and tear. Please be sure to complete Intent to Move form with forwarding address to receive your refund. **All leases end at noon on the day of move out.**

Tenant must comply with these Rules. Notice of new rules will be given to Tenant. Management need not enforce these Rules against other Tenants. Management is not liable if another Tenant violates these Rules. Tenant receives no rights under these Rules.

**NorthSteppe Realty, Inc.**

10 East 17<sup>th</sup> Avenue Columbus, OH 43201  
OFFICE: (614) 299-4110 FAX 298-8050

*Tenant sign here*

Sign here \_\_\_\_\_

